

BY-LAWS  
CALIFORNIA TRAFFIC CONTROL DEVICES COMMITTEE

ARTICLE I

NAME

The name of this organization shall be the California Traffic Control Devices Committee. It was formed pursuant to acceptance by the parent organizations in 1968.

ARTICLE II

PURPOSES

The Committee shall:

- a. Represent those local agencies referred to in California Vehicle Code Section 21400 and is designated as the entity which the California State Department of Transportation shall consult with prior to adopting rules and regulations prescribing uniform standards and specifications for all official traffic control devices.
- b. Promote the uniform and functional design and application of traffic control devices.
- c. Gather, disseminate, and exchange information among State, national and local agencies having responsibilities relative to traffic control devices.
- d. Serve as a forum to review and evaluate proposals of responsible agencies concerned with traffic control devices.
- e. Obtain and report to the parent organizations the consensus on legislation, research and development, and practices regarding traffic control devices.

- f. Advise the California State Department of Transportation on standards and policy for traffic control devices in California, and to encourage their use.
- g. Encourage research and development of traffic control devices.
- h. Review the California State Department of Transportation Traffic Manual pertaining to traffic control devices, and advise the California State Department of Transportation in the revisions thereof.
- i. To assist the California State Department of Transportation in interpretation of the Manual on Uniform Traffic Control Devices and other Federal publications.

### ARTICLE III

#### MEMBERSHIP AND ORGANIZATION

The membership of the Committee shall consist of six parent organizations and such other advisory or consulting members as may be necessary to the proper functioning of the Committee. It is the intent that Committee members shall represent both urban and rural areas distributed geographically throughout the State, and to this end dual representation is authorized to the County Supervisors Association and League of California Cities.

The parent organizations shall consist of the following:

California State Association of Counties  
League of California Cities,  
State of California Department of Transportation,  
Department of California Highway Patrol,  
California State Automobile Association,  
Automobile Club of Southern California.

The parent organizations shall each designate in writing one delegate and one alternate except that the State Association of Counties and League of California Cities shall each designate two delegates and two alternates. Only designated alternates may act in the absence of the appointed delegate.

### ARTICLE IV

## PRACTICES

### Section 1 - Voting

Each delegate is entitled to one vote. A concurring vote of six delegates shall be required on all policy decisions pertaining to Article II Paragraph f.

### Section 2 - Officers

The officers of the Committee shall consist of a chairperson, and a vice chairperson.

The chairperson and vice chairperson of the Committee shall be elected to serve for two calendar years. It shall be the chairperson's duty to moderate the meetings. The vice chairperson shall preside in the absence of the chairperson. If both are absent, a temporary chairperson shall be chosen at the meeting.

A secretary shall be appointed by the California State Department of Transportation. It shall be his/her duty to maintain Committee files, publish an agenda prior to each meeting, keep and publish minutes of the meetings, distribute pertinent action of national committees and other agencies to members, transmit actions of the Committee to members and other interested agencies, and to perform such other duties as may be assigned by the chairperson or by vote of the Committee.

### Section 3 - Non-Voting Membership

Other organizations and individuals concerned with traffic control devices may be invited to attend meetings, particularly if agenda items are of special interest to them. Technical consultants may be invited to participate in the activities of the Committee as needed. Legal services shall be provided by the California State Department of Transportation.

ARTICLE V  
PROCEDURES

Section 1 - Meetings

The Committee shall hold at least three public meetings each year and at such additional times as may be designated by the chairperson or requested by six or more of the delegates. The meeting places shall be determined by the chairperson. Six delegates or their designated alternates shall constitute a quorum.

Section 2 - Procedure

The following rules of procedure shall define the routine internal operation of the Committee:

To carry out the purposes of this Committee.

To publish an annual report of the Committee's activities.

Section 3 - Amendments

These By-laws may be amended by three-fourths vote of the eight delegates, either at a meeting or by letter ballot.

ARTICLE VI  
ADOPTION

These By-laws, or any amendments thereof, shall become effective upon the approval of the parent organizations.

These By-laws of the California Traffic Control Devices Committee are hereby approved by the parent organizations:

CALIFORNIA STATE DEPARTMENT OF TRANSPORTATION

_____	_____	_____
Name	Director Title	Date

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

_____	_____	_____
Name	Commissioner Title	Date

CALIFORNIA STATE ASSOCIATION OF COUNTIES

_____	_____	_____
Name	Executive Director Title	Date

LEAGUE OF CALIFORNIA CITIES

_____	_____	_____
Name	Executive Director Title	Date

AUTOMOBILE CLUB OF SOUTHERN CALIFORNIA

_____	_____	_____
Name	President Title	Date

CALIFORNIA STATE AUTOMOBILE ASSOCIATION

_____	_____	_____
Name	President Title	Date